

Purchasing Update

May 2020



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Transitional Costs

By David Bundy, Contract Analyst

Do you have a legacy system? Have you made substantial investments into the system that it might be prohibitively expensive to transition out of this system? But are there other solutions out there? You might be in a little pickle. Oftentimes switching systems can become prohibitively expensive but, because of the world we live in, there are more options than ever. It is more and more difficult to justify a purchase extending these systems as using a “sole source” award.

Luckily in 63G-6A-802(1)(b), there is an option that can make it possible to award a contract without engaging in a standard procurement process. However, there is work involved. A cost-benefit analysis of the transitional costs will allow you to look at the cost of transitioning from the system that you currently have into a hypothetical new system. If changing systems is cost prohibitive, an award of a contract without engaging in a standard procurement process could be the right answer.

Whenever I have completed a transitional costs evaluation, I have worked with the current vendor to see what costs would be associated with moving to a new system. These costs should be as accurate as possible and include any costs that are directly associated with changing from the existing system to a competing vendor's system. During my review, I utilize different tools to try and determine what transitional costs might be. Depending on the services provided in the contract, these costs can be difficult to find. While completing the analysis, you may be required to talk with the other vendors and ask them for cost estimates.

Administrative Rules R33-8-101B outlines additional information for the transitional costs-cost benefit analysis. The rule is pertinent to public entities whose rule making authority is the Procurement Policy Board.

If you have a legacy system and believe that it is cost prohibitive to update the system, you cannot just claim sole source. Complete a Transitional Cost analysis.



The Division of Purchasing is currently looking for sourcing team and evaluation committee members! The following contract portfolios are currently in the solicitation process and your input would be a welcome help to ensuring effective contracts are put in place to support your agency's needs! Contact the identified contract manager with any questions!

TITLE	NAME	CONTACT
For Mapping and Survey Quality GPS products	David Bundy	davidbundy@utah.gov
Commercial and residential HVAC services	Rick Straw	rstraw@utah.gov
Temporary Employment Services	Tim Hodges	thodges@utah.gov
Shelving Filing And Storage Systems	Garret Johnston	gkjohnston@utah.gov

Off Road Vehicles

By Tiffany Rydalch, Contract Analyst

Did you know that there are seven State cooperative contracts to meet your ATV, UTV, and RTV all-season needs? Various brands and models are available to meet your agencies operational requirements. The contracts include the initial equipment purchase as well as parts, accessories, installation, and maintenance services.

Agencies should determine the best value to their organization by comparing these vendors. Happy Riding!

*Vendors are able to provide other products listed in catalog including snowmobiles and motorcycles.

Contract #	Vendor	Brand
MA291	RMT Equipment	Kawasaki
MA315	Dabb And Co Inc. Dba Bonneville Equipment Co	Kubota
PD683*	Steadman's Recreation Inc.	Yamaha, Honda
MA2682	Weller Recreation	Polaris
MA3210*	Jorgensen's Inc.	Yamaha, Can-Am, Kawasaki, Honda
MA3211*	Weller Recreation	Yamaha, Can-Am
MA3212*	White Knuckle Motor Sport	Suzuki, Kawasaki

New Statewide - Classroom Messaging Applications

By Jeff Johnson and Solomon Kingston, Contract Analyst

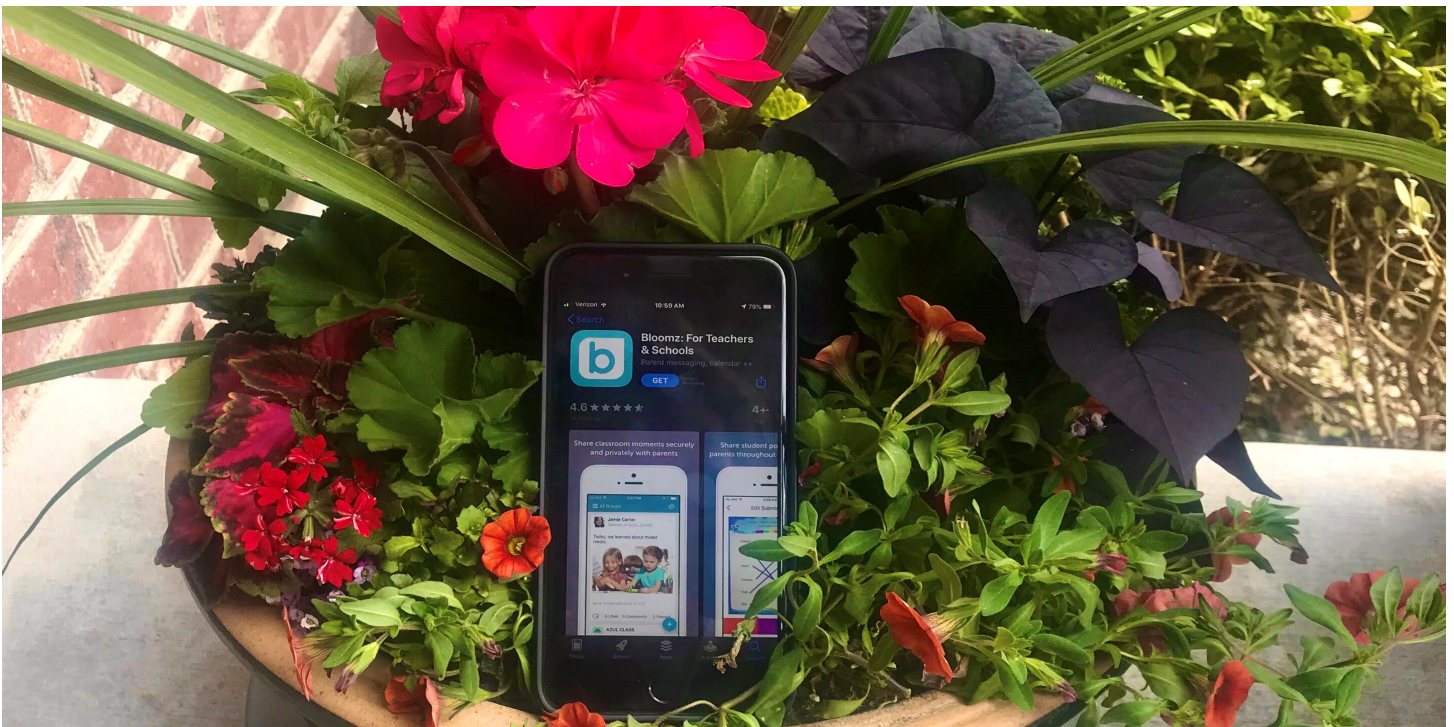
The Utah Division of Purchasing just recently established 4 new Statewide Cooperative Contracts for Classroom Messaging Applications, primarily for the benefit of school districts and other educational entities. These 4 contracts run from March 10, 2020 to March 9, 2025. The awarded vendors were – Bloomz (AR3355), ParentSquare (AR3356), Remind101 (AR3357), and SchoolCNXT (AR3358). These contracts provide messaging applications that:

1. Teacher Communications. Allow teachers to send out assignments, reminders, and progress reports and communicate with parents and students. Also supports communications to parents and students about conferences, field trips, and volunteer opportunities for a school. Such communication may be done through mobile apps and websites for texting, messaging, and verbal communications.
2. School Administrator Communications. Provide a convenient way to help schools and school districts streamline communication among administrators, support staff, teachers, parents, and students.
3. Defined Groups. Provide a method to send out messages to defined groups of students, parents, and teachers

regardless of where the sender is. Members within the groups have a way to conveniently opt-in and out of the group. School Administrators should have the flexibility to manage group members.

4. Scalable. Is scalable such that administrators (i.e., a School District) are able to scale up or down depending on needed volume. Should not require a user to pay for unnecessary capacity during certain months of the year (i.e., during summer months when school is out). Should have no limit on the # of communications that can be sent within a defined period.
5. Commercial off the Shelf. Commercially available off the shelf, with configuration options allowed. Is a fully vendor managed and hosted Software-as-a-service (SaaS) solution that requires no additional hardware purchase.

Note, the scope of these contracts **do not** include an emergency notification type system in the event of a disaster or emergency event. For questions or if you would like additional information on these new statewide contracts please contact the contract manager Jeff Johnson at jjohnson4@utah.gov.



Software Solutions: Available under the State's Cloud Solutions Portfolio and the current Software Value Added Reseller (S-VAR) Portfolio

By Justin Dalton and Solomon Kingston, Contract Analyst

The Division of Purchasing offers 2 primary State Cooperative portfolios to meet end user needs for common commercial off the shelf (COTS) software purchases: the Cloud Solutions portfolio [here](#) and the Software Value Added Reseller (S-VAR) portfolio [here](#). When assessing whether your software needs can be met by either of these portfolios, here are the primary factors you should consider.

CLOUD SOLUTIONS PORTFOLIO

The scope for the Cloud Solutions portfolio includes:

- All types of software solutions hosted via the Cloud:
 - 1) Software as a Service (SaaS) Solutions (i.e., eSignature, Microsoft 365, Online Survey Tools, ServiceNow, Salesforce, video conferencing, eFax, Google's G-Suite, and much more.)
 - 2) Infrastructure as a Service (IaaS) Solutions (i.e., AWS, Azure)
 - 3) Platform as a Service (PaaS) Solutions (i.e., AWS, Azure)
- IT Services directly related to the cloud hosted software solution
 - 1) Advisory Services
 - 2) Consulting Services
 - 3) Implementation Services
 - 4) Maintenance Services
 - 5) Transition Services
- Related Value Add Ons

The scope for Cloud Solutions however does not include software hosted on prem (i.e., software installed on your actual desktop/laptop). The S-VAR portfolio referenced below would be a better fit for those needs.

SOFTWARE VALUE ADDED RESELLER PORTFOLIO

The scope for the S-VAR portfolio includes Commercial Off the

Shelf (COTS) software solutions hosted on premise (Desktop, laptop, or on-site server).

The scope for S-VAR, however, does not include Cloud hosted solutions (SaaS, IaaS, or PaaS); IT Services, consulting, or implementation; or Custom developed software.

THINGS TO CONSIDER

When assessing the availability of software under either portfolio recognize -

- The Cloud Solutions portfolio includes stronger protections in the Terms and Conditions that benefit public entities for cloud hosted software solutions. The S-VAR portfolio does not provide these same protections in the T&Cs for cloud software solutions.
- Some of the same vendors hold a State Contract under both portfolios (SHI, Insight, & CDW-G). Verify the correct contract # is reflected on your quote from the vendor.
- The same software solutions may be offered by multiple vendors. It is therefore recommended that you collect quotes from those vendors for the same software, and make the purchase from that vendor who will best meet your entity needs.
- Just because a certain software solution may not be listed on a State Contractor's catalog, it doesn't mean the software is not available off State Contract. If the software solution falls within the scope outlined above the software publisher can generally work with the State Contract holder to have the solution added to the State's catalog.

If you have questions on the scope of either portfolio or the available software solutions/services please reach out to the Division's contract Administrators over those portfolios:

- Cloud Solutions - Solomon Kingston @ skingston@utah.gov
- Software VAR - Justin Dalton @ jdalton@utah.gov

Spotlight Article



Diane Schmidt, Purchasing Agent

Diane Schmidt was born and raised in Illinois and moved to Utah 2 years ago to enjoy the mountains and the plethora of outdoor activities. She enjoys working with the Department of Corrections and the opportunities it provides her to learn about specialized equipment and go on interesting site visits. Diane enjoys hiking, camping, roller blading, and currently lives in Salt Lake City with her boyfriend and their two cats.

Q. Who is your go to band/artist when you can't decide on what to listen to?

A. My Chemical Romance, and they've just reunited after a 6 year hiatus!

Q. What is the farthest you have ever been from your home?

A. Sweden. It was my first trip out of the country and it was awesome! I look forward to doing more international travel.

Q. How do you relax after a hard day at work?

A. I like to go on a walk, cook dinner, or just lounge around with my cats.

Q. What website do you visit most often?

A. YouTube! It is such a great source for entertainment as well as for learning anything you want to learn



TOPIC: Updates to Part 7—RFPs

PRESENTER: Christopher (CJ) Jennings

DATE: June 18, 2020

TIME: 12:00 - 1:00 PM

SUMMARY:

Come learn about changes in [Part 7 Request for Proposal](#) of the [Utah Procurement Code](#) created from [SB0090 - Procurement Code Amendments](#).

REGISTRATION: Email with link will be sent out the first week of June



How to Receive the Purchasing Update Newsletter

Did you receive this newsletter from a co-worker? Do you want to receive the Purchasing Update directly? Please send an email to Tara Eutsler, teutsler@utah.gov.

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